



TITLE 30 LAND USE APPLICATION
CLARK COUNTY COMPREHENSIVE PLANNING DEPARTMENT
SUBMITTAL REQUIREMENTS ARE LISTED ON BACK

APPLICATION TYPE

This section for planner use only

- ☐ **ZONE CHANGE**
☐ CONFORMING (ZC)
☐ NONCONFORMING (NZC)
- ☐ **USE PERMIT (UC)**
- ☐ **WAIVER OF DEVELOPMENT STANDARDS (WS)**
- ☐ **DESIGN REVIEW (DR)**
☐ PUBLIC HEARING
- ☐ **EXTENSION OF TIME (ET)**
(ORIGINAL APPLICATION #): _____
- ☐ **WAIVER OF CONDITIONS (WC)**
(ORIGINAL APPLICATION #): _____
- ☐ **VARIANCE (VC)**
- ☐ **STREET NAME / NUMBERING CHANGE (SC)**
- ☐ **TEXT AMENDMENT (TA)**
- ☐ **DEVELOPMENT AGREEMENT (DA)**
- ☐ **ANNEXATION REQUEST (ANX)**

DATE FILED _____ APPLICATION NUMBER _____
PLANNER ASSIGNED _____ TAB/CAC _____
FEE _____ TAB/CAC MTG DATE _____ TIME _____
CHECK # _____ PC MEETING DATE _____ TIME _____
ACCEPTED BY _____ BCC MEETING DATE _____ TIME _____
CIRCLE ONE: NORTH or SOUTH ZONE / AE / RNP _____
COMMISSIONER _____ PLANNED LAND USE _____
PUBLIC HEARING? Yes / No NOTIFICATION RADIUS _____ SIGN? Yes / No
OVERLAY(S)? _____ TRAILS? Yes / No PFNA? Yes / No
NOTES/REFERENCE FILES: _____

PROPERTY OWNER: _____
APPLICANT: _____

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
TELEPHONE: _____ FAX: _____
CELL: _____ E-MAIL: _____

ASSESSOR'S PARCEL NUMBER(S): _____

PROPERTY ADDRESS and/or CROSS STREETS: _____

PROJECT DESCRIPTION (summary): _____

Gross acreage: _____ **For ZC ONLY Current zone:** _____ **Requested zone:** _____

(I, We) the undersigned swear and say that (I am, We are) the owner(s) of record on the Tax Rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Clark County Code; that the information on the attached legal description, all plans, and drawings attached hereto, and all the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted. (I, We) also authorize the Clark County Comprehensive Planning Department, or its designee, to enter the premises and to install any required signs on said property for the purpose of advising the public of the proposed application.

Property Owner (Signature)*

Property Owner (Print)

STATE OF _____
COUNTY OF _____

SUBSCRIBED AND SWORN BEFORE ME ON _____ (DATE)

By _____

NOTARY PUBLIC: _____

***NOTE:** Corporate declaration of authority (or equivalent), power of attorney, or signature documentation is required if the applicant and/or property owner is a corporation, partnership, trust, or provides signature in a representative capacity.

DOCUMENT SUBMITTAL REQUIREMENTS Additional requirements may apply																							
	Application ¹	Disclosure Form ¹	Fire Permit Survey Form ¹	Site Plans ¹²	Floor Plans ¹²	Elevations ¹²	Landscape Plan ¹²	Assessor's Map	Zone Boundary Map & Legal ⁷	Deed	Legal Description	Parking Analysis	Justification Letter	Fees ¹³	Locator Map ⁹	Project Description & Compelling Justification	Pre-Submittal Conf. Summary	Neighborhood Mtg. Report	Development Agreement	Traffic Impact Analysis ³	RISE Reports ^{1,10}	FAA Submittal ⁶	
Text Amendment	1	1											3	✓									
Zone Boundary Amendment -Conforming ^{2, 4}	1	1	1	5	2	2	2	2	2	2	2	1	3	✓								1	
Zone Boundary Amendment-Nonconforming ^{2,4}	1	1	1	20	2	2	2	2	2	2	2	1	20	✓		20	1	2				3	
Use Permit ²	1	1	1	5	2	2	2	2		2	2	1	3	✓	4					2	3		
Variance ²	1	1	1	5	2	2	2	2		2	2	1	3	✓							3		
Waiver of Development Standards ^{2, 11}	1	1	1	5	2	2	2	2		2	2	1	3	✓							3		
Design Review ²	1	1	1	5	2	2	2	2		2	2	1	3	✓						2	3		
Street Name or Numbering System Change ^{2, 5}	1	1						2					3	✓									
Waiver of Conditions	1	1											3	✓							1		
Annexation Requests ⁸	1	1		5				2		2	2		3	✓									
Extension of Time	1	1	1							2			3	✓									
Development Agreement ²	1													✓					2		2		

FOOTNOTES:

- Forms available from Comprehensive Planning, both online and at the Current Planning Office.
- Appointment required.** After assembling the required materials and applicable fees (see fee schedule), call **455-4972** or go online. Appointments should be made one to two weeks prior to the filing cycle deadline. Applications for Annexation Requests, Extension of Time, Text Amendments, and Waiver of Conditions can be submitted over the counter without an appointment.
- One copy of the Traffic Impact Analysis must be submitted to the Director of Development Services a minimum of thirty (30) calendar days prior to the submission of the Use Permit application for a resort hotel or a High Impact Project (HIP). Proof of that submittal must accompany the Use Permit application.
- Applications to establish a P-C, Planned Community Overlay District shall submit documents as required in Table 30.20-6.
- Recommendation letters from the City of Las Vegas Fire Department's Fire Alarm Office and the Clark County Building Official (Development Services Addressing Office) are required for all Street Name or Numbering Change Applications.
- Written evidence of prior submittal of FAA Form 7460-1, Notification of Proposed Construction, pursuant to Section 30.16.210(4)(F), if applicable.
- Zone Boundary Maps and Legals are only required for Zone Boundary Amendments where multiple zoning districts or a portion of a parcel are being requested.
- Annexation letters (3 copies) are required.
- Locator Map (4 copies) are required for expansion of the Gaming Enterprise District (GED).
- Final RISE reports required for HIP's, Nonconforming Zone Changes, and expansions of the GED only.
HIP's and DA's: 1 copy of the RISE Reports acceptance letter required. If reports were submitted with a previously approved application, additional reports not required. Conforming zone boundary amendments for a mixed-use development require 4 copies of the Educational Services Report per 30.16.240(a)(17)(G)
Exception: RISE Reports are not required for applications nonconforming to the 1974 Land Use Map.
- An analysis performed by a competent professional is required for waiver of development standards applications to reduce parking per 30.60.040(2)(A).
- All plans or maps must be accurate and drawn to scale.** Plans or maps larger than 11" by 17" must be folded to the 9" by 12" standard for submittal (rolled plans or maps will not be accepted).
- See Title 30.80 for applicable fees. Exact payment only in the form of cash, check, or money order. Make payable to "Clark County". Additional notice fees may be required after submittal.

ATTENDANCE AT ALL SCHEDULED MEETINGS IS MANDATORY

- During the appointment you will be scheduled for all required meeting dates. Depending upon the application, you may be scheduled to appear at the Town Advisory Board or Citizens' Advisory Council (TAB/CAC) for the area **and** the Clark County Planning Commission **and/or** Board of County Commissioners.
- Failure to appear at any meeting may result in delays and additional fees.
- A letter will be sent to the address listed on the application after the appeal/reconsideration period indicating the Commission/Board decision and all conditions of approval. All conditions must be met before an occupancy permit or a business license will be issued.

CLARK COUNTY COMPREHENSIVE PLANNING

500 S. Grand Central Parkway, P.O. Box 551744, Las Vegas, NV 89155-1744

APPOINTMENT LINE: (702) 455-4972

MAIN LINE: (702) 455-4314

FAX: (702) 455-3271

www.ClarkCountyNV.gov